Please note: There is a correction to these minutes which will be detailed in the August Council minutes.

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF WARRENTON HELD ON JULY 8, 2014

The regular meeting of the Town of Warrenton was held on July 8, 2014 in the Town Council Chambers.

Councilmembers present: Powell L. Duggan, Mayor, presiding, Councilmembers Sean M. Polster, Sunny Reynolds, Joan R. Williams, Yakir M. Lubowsky, Robert H. Kravetz and John S. Lewis, Jr.

Also present: Kenneth L. McLawhon, Town Manager, Whitson W. Robinson, Town Attorney and Evelyn J. Weimer, Town Recorder.

The meeting was called to order by Mayor Duggan.

Invocation was given by Councilman John S. Lewis.

CITIZENS TIME.

The Mayor called for citizens wishing to speak on other than Public Hearing items. There were no citizens wishing to speak.

Organizational Matters

Adoption of Organizational Resolutions.

Dates of meetings.

The following resolution was presented for consideration:

RESOLUTION OF THE ORGANIZATIONAL MEETING

OF THE TOWN COUNCIL FOR THE TOWN OF WARRENTON

WHEREAS, the Town Council for the Town of Warrenton is meeting in its organizational session and desires to adopt certain resolutions for the organization of its current term; and

WHEREAS, the Town Council for the Town of Warrenton desires to establish its meeting dates for its coming term; and

WHEREAS, the Town Council met at its regularly scheduled meeting on July 8, 2014 and, pursuant to the general laws of the Commonwealth, desires to adopt the following resolution.

NOW, THEREFORE BE IT RESOLVED by the Town Council for the Town of Warrenton that the members of Town Council shall meet in regular session on the second (2nd) Tuesday of each month at 7:00 p.m. at Town Hall, 18 Court Street, Warrenton, Virginia, unless otherwise provided, pursuant to Section 15.2-1416 of the Code of Virginia, 1950, as amended, to wit:

Tuesday, July 8, 2014	Tuesday, July 14, 2015
Tuesday, August 12, 2014	Tuesday, August 11, 2015
Tuesday, September 9, 2014	Tuesday, September 8, 2015
Tuesday, October 14, 2014	Tuesday, October 13, 2015
Tuesday, November 11, 2014	Tuesday, November 10, 2015
Tuesday, December 9, 2014	Tuesday, December 8, 2015
Tuesday, January 13, 2015	Tuesday, January 12, 2016
Tuesday, February 10, 2015	Tuesday, February 9, 2016
Tuesday, March 10, 2015	Tuesday, March 8, 2016
Tuesday, April 14, 2015	Tuesday, April 12, 2016
Tuesday, May 12, 2015	Tuesday, May 10, 2016
Tuesday, June 9, 2015	Tuesday, June 14, 2016

On a motion by Mr. Kravetz, seconded by Mr. Lubowsky, the resolution was approved on a vote of 6-0 (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none).

Election of Vice Mayor.

Mr. Lewis nominated Ms. Reynolds for Vice Mayor and Mr. Kravetz seconded the motion. Mayor Duggan asked if there were other nominations. There being none, Mr. Lewis moved nominations be closed. On a vote of 6-0 (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none), Ms. Reynolds was elected Vice Mayor.

Consideration/Appointment to fill Ward One vacancy.

Mayor Duggan noted that an appointment had to be made by 45 days from July 1. Mr. Polster made a motion that the vacancy be advertised and resumes be requested, which would be provided to the whole Council for review and appointment of a member at the next Council meeting. Mr. Kravetz seconded the motion and Council approved on a 6-0 vote (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none). Mr. Kravetz noted that it is

imperative that Council appoint the member in 45 days or the Judge of the Circuit Court would do so.

Committee and Commission assignments.

The following committee assignments were presented by the Mayor for consideration:

Committee Assignments

Finance Committee	Historic District Planning Committee
John S. Lewis, Jr., Chair Robert H. Kravetz Sunny Reynolds	John S. Lewis, Jr., Chair Sunny Reynolds
<u>Utilities Committee</u>	Town Transportation Safety
Yakir M. Lubowsky, Chair John S. Lewis, Jr.	Sunny Reynolds, Chair Robert H. Kravetz Sean M. Polster
Public Safety	Planning Commission (ex-officio)
Robert Kravetz, Chair John S. Lewis, Jr. Sean M. Polster Yakir M. Lubowsky	Yakir M. Lubowsky Architectural Review Board (ex-officio) Sunny Reynolds
Public Works Committee	Recreation Committee
John S. Lewis, Jr., Chair Sean M. Polster Joan R. Williams	Robert H. Kravetz, Chair Sean M. Polster Sunny Reynolds
<u>Liaison Committee</u>	PD 9 Representative
Powell L. Duggan Sunny Reynolds	Yakir M. Lubowsky

On a motion by Mr. Lewis, seconded by Ms. Reynolds, the committee assignments were approved on a 6-0 vote (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none).

Regular Meeting

PUBLIC HEARINGS.

Zoning Text Amendment #14-01. Article 9-23 Massage Therapy Businesses. The text amendment, per Article 11-3.9 of the Zoning Ordinance, is to provide regulations for permitting and inspections for massage therapists and massage therapy establishments under Article 9 – Supplemental Uses in the Zoning Ordinance.

The Mayor opened the public hearing at 7:06 p.m. and called for citizens to speak for or against the request. There were no citizens wishing to speak. The Mayor asked the Planning Director to give her staff report.

Ms. Sitterle came forward and noted that the request is for an amendment to Article 9-23 to provide regulations for permitting and inspections for massage therapists and massage therapy establishments. She stated that the provisions contain minimum standards for operation, cleanliness, penalties and enforcement. She noted that certain types of massages are exempted that are not part of the routine inspections program. She explained that other localities were contacted to get some controls in place to insure the health, safety and welfare of residents.

The Mayor asked Council if there were questions and there being no questions, he closed the public hearing at 7:09 p.m.

On a motion by Mr. Kravetz, seconded by Mr. Lubowsky, the Zoning Text Amendment #14-01, Article 9-23 Massage Therapy Businesses was approved on a 6-0 vote (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none).

Zoning Map Amendment #14-01. Rezone property at 551 Frost Avenue. The application, per Article 11-3.9 of the Zoning Ordinance, is to request a rezoning of a property from Residential Office (RO) to Commercial (C) at the subject property (GPIN #6974-94-7967) at 551 Frost Avenue to allow for a greater variety of uses.

The Mayor asked if there were citizens to speak in favor of or opposed to the request. There being no one to speak, the Mayor called upon Ms. Sitterle to give the staff report. She stated that there is an existing structure on the property which is a 1930 Craftsman-style bungalow house and a garage. She said that the property had been used for commercial uses for many years. Parcels to the west are zoned C and contain multi-unit commercial buildings. She noted that there is a medical office parcel adjacent. The applicant wishes to rezone the property to allow for greater variety of uses since he has found it difficult to rent under the RO designation and has possible future plans to use the existing structure for small retail use. Ms. Sitterle noted that the Planning Commission considered the request at their June meeting and considered a presentation made by one of the property owners concerning the history of the house on the property. They were concerned that the house be protected if there was a change in

ownership of the property occurred and perhaps a proffer could be attached that the house possibly be relocated. She said the applicant indicated that moving the house would be a financial burden and the Planning Commission approved the request with the condition that the applicant meet with Town staff to work out a proffer concerning possible movement of the house should the property be sold.

Mr. Lubowsky stated he was the Council designee at the Planning Commission and he was pretty sure that no one intended to create a burdensome obligation on the applicant to physically move the house in the event of redevelopment of the parcel but rather to give the Town the first right of refusal to have the house for \$1 or to try to find someone who may want to move it, giving the Town a reasonable amount of time to see if someone wanted to move it to a lot without the requirement to purchase the lot. He noted that there was precedent for doing that, such as a house moved by Mr. Malcolm Alls. He said no one indicated that the house was historic but it had some desirable qualities making it worth preservation.

The Mayor called for the applicant to come forward.

Mr. Charles Sengstack.

Mr. Sengstack came forward and indicated that he recognized the house is a Sears house and unique for that reason. He stated as far as any redevelopment plans in the future he would try to see if someone else wanted that property and if the Town wanted to set a reasonable time limit and wished a right of refusal, he would agree to it. He noted that, however, he was not going to give it away. Mr. Lubowsky noted that if the intention was to demolish it, it had a negative value. He stated that the Planning Commission had asked that there be a meeting to work out the details which would basically be that in the event that the land was redeveloped or the demolition of the house considered, that the owner would option it to the Town for a dollar or whatever amount and then the Town could decide whether it was justifiable to try to make the effort to relocate the house. Mr. Sengstack asked if then he would not have a right to sell the property and the Town Attorney noted it was the house being discussed. Mr. Sengstack noted if someone wanted to buy the house and move it, it would be fine. He stated that there was no problem with the Town purchasing the house if he was unable to sell it.

Mr. Lewis noted that the Historic District Guidelines could be used to create an agreement. Mr. Robinson noted that the house is not in the historic district and Mr. Lewis indicated he knew that but the agreement could be created using the Guidelines criteria. Mr. Robinson noted he recalled that there is a program you have to go through to demolish a house but what the Planning Commission was suggesting was a more complex process with the Town getting first right of refusal before demolition of the house. The Town Attorney stated that the Town could be given first right of refusal with a 30-days timeframe. Mr. Lubowsky noted more than 30 days would be required. Council discussed the timeframe being 90 days, with 90 days to move the house. Mr. McLawhon stated that to relocate the house from the Miller property across the street did not take so long, but the house that was moved by Mr. Alls took awhile due to the necessity to involve Virginia Power, Verizon and Comcast. He noted that a lot of it depended upon the route given the foregoing utilities, for example. Mr. Sengstack apologized for not meeting with the Planning Commission, but he could not abide by an extended process where it rolls 90, rolls 90, rolls 90. The Mayor asked if Mr. Sengstack had an objection to tabling it for a month to allow the proper writing so he would know what he would be agreeing to. Mr.

Sengstack answered that he had two people waiting to open up a business based upon the use of the property. The Town Attorney noted for the record that once the applicant provided notice to the Town of his intent to demolish the property, the Town would have 90 days to decide whether it wanted to move it or could find a place for it to be moved, and subsequent to that 90 days, the Town would have another 90 days to actually have it moved. Mr. Sengstack noted that was agreeable.

Mayor Duggan closed the public hearing at 7:24 p.m.

Mr. Lubowsky moved that Zoning Map Amendment #14-01, to rezone property at 551 Frost Avenue, be approved per the application with duly noting the applicant's proffer with respect to the 90 days triggered by his providing notice to the Town of his intention to demolish the house and the second 90 days commencing from the time that the Town gives the applicant notice that it intends to either acquire for free or transfer the right to acquire for free through a third party. Ms. Reynolds seconded the motion and Council voted 6-0 vote (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none) for approval of the motion.

Special Use Permit #14-01. Cluster Development for R-15 Lots adjacent to
Falmouth and East Lee Streets and Oliver City Road. The request is per Articles 3-4.1.3 and
9-6 of the Zoning Ordinance to apply Cluster Development provisions to lots associated with the
proposed Warrenton Crossing subdivision (Preliminary Plat #14-01) that would have 135
housing units and an associated collector road providing a connection between Oliver City Road
and Falmouth Street at the intersection with Old Meetze Road.

The Mayor opened the public hearing at 7:25 p.m. The Mayor called for citizens to speak in favor of the request. There being no citizen wishing to speak, he called for those wishing to speak against.

Ms. Andrea Jaffrey.

Ms. Jaffrey, 481 Oliver City Road, came forward noting she had questions. She stated that it was noted that the area would be a "f" traffic problem and she wanted to know if there are any proactive plans in place so when the subdivision is built there will not be a problem. The Mayor noted that Ms. Sitterle would give the staff report soon and answer the questions. Ms. Jaffrey stated that her other question concerned the Comprehensive Plan and the 5-pages addressing how the Town wants to protect Oliver City Road and she wanted to know how the Town worked along the guidelines set force in the Comp. Plan.

Ms. Sitterle came forward and noted that the request was for Special Use Permit #14-01 to apply Cluster Development provisions for R-15 lots adjacent to Falmouth and East Lee Streets And Oliver City Road for the proposed Warrenton Crossing Subdivision. It was for Articles 3-4.1.3 and 9-6 of the Zoning Ordinance which would allow an R-15 lot to be under 7500 square feet, to also have narrower road frontages and to have 30% less open space to be put in a conservation easement. A homeowners association would also be formed for the maintenance responsibilities. Ms. Sitterle noted that the special use permit requested applying the cluster alternate provisions to the lots. She noted that there had been considerable review of the request

and there were comments addressed by the applicant for the open space required. Even though the open space met the standards, it was felt that these open space areas were not as necessarily usable as they could be. She noted that some of the open space had been revised and landscaped a bit to discourage certain areas which would not be as practical such as behind lots 52 and 59. She stated that she reviewed the request and noted that the request was an acceptable use of the R-15 District. Staff's recommendation was approval with the following conditions:

- 1) A site plan is submitted for review in accordance with the Zoning Ordinance pending approval of the preliminary and final plats.
- 2) The approval of the preliminary plat (#14-01) is associated with and dependent upon approval of this application.

She stated that the Planning Commission considered the request and discussed the project history and inquired why the rezoning, Special Use Permit and preliminary plat had not all moved forward together. Staff explained that the rezoning process had occurred first to apply the changes for the base zoning in anticipation of the proposed subdivision plat and Special Use Permit. Staff noted there had been two previous submissions of the preliminary plat that had not been accepted, which contributed to the gap in time from when the applicant had applied and the cases heard. The Commission inquired if the SUP process was administrative, as the concept layout had been approved with the rezoning. Staff noted that it was not an administrative process, but that the preliminary plat and SUP plan were in substantial conformance with the rezoning plan. The Planning Commission voted to approve the Special Use Permit #14-01 Cluster Development provisions for R-15 lots adjacent to Falmouth and East Lee Streets and Oliver City Road with staff recommended conditions.

The Mayor asked Ms. Sitterle to address traffic concerns and she noted that there were two traffic studies done, one in May 2013 and the other in August 2013. The August 2013 was a revision to address Planning Commission concerns regarding intersections at Falmouth and Lee Streets, Oliver City Road/Lee Street/Walker Drive and Falmouth and West Shirley Avenue. At that time the intersection across from Oliver City and Walker Drive was estimated to function at a level "f" upon buildout. As part of the process one of the conditions was the applicant make efforts toward mitigation of traffic concerns. As part of that, off-site improvements were unable to be sought for this, however, the applicant developed a proposal to include a right turn lane for traffic headed toward the bypass. The plat has been revised to show that. Although it would not alleviate all the problems, it would help with the stacking concerns.

For the record, the Town Manager noted that when the rezoning was held, the possibility of a traffic circle on Meetze and Lee Streets was discussed but the developer declined to proffer additional mitigation. The Town Attorney noted that one of the other things was under one of the previous plan approved by the Planning Commission there were significant driveways coming out on the Williams Way and this was an effort to try and alleviate some of the traffic concerns by not having driveways come out onto Williams Way. Council did not require the off-site traffic mitigation, but the applicant was asked.

Mayor Duggan asked the Planning Director to speak to what consideration was given to the Comprehensive Plan. Ms. Sitterle noted that staff was concerned with connectivity with Oliver City Road because of improvements that would be necessary to Oliver City Road and the burden which would be placed on the residents and to allow pedestrian access to sidewalks not currently available in that neighborhood. Mr. Robinson stated that Ms. Sitterle is referring to traffic coming across Walker Drive and via a previous submission the traffic would have gone onto Oliver City Road and make a right turn then to travel back up the subdivision to Alwington Manor. The applicant contracted to purchase maybe two, but at least one, houses that it would affect which would straighten out the road and create a much smoother access across. He noted that there was a secondary aspect of preserving Oliver City was the zoning aspect where Williams Way actually serves as a buffer for zoning issues coming even further into the Oliver City neighborhood. There were efforts to try to protect the existing Oliver City community.

The Mayor called for questions.

Mr. Thomas Marshall.

Mr. Marshall, 377 Oliver City Road, came forward and noted that he had been left out of the discussions. He stated he has been told by neighbors that he will have to go down, make a "U" turn and come back up to get to Meetze Road. He was concerned about accessing his mail and the trash pickup. Mr. Marshall showed the location of his property on a site plan.

Mr. Steve Vento.

Mr. Vento, the applicant, stated that traffic concerns had been addressed over a four-year period and the developer had proffered to give the connector road which is part of the Comp. Plan, which would connect Walker Drive all the way through. He noted that a by-right subdivision containing 110 homes had been approved with driveways on the road and the Town had requested redesign to take the driveways off the road. He stated as far as access it was always to be the road would have minimal impact as far as drivers are concerned. He stated Mr. Marshall would come down, make a turn and then go back up so there would not be any driveways obstructing the traffic on Williams Way. He noted that the road is on the Comprehensive Plan and the developer had worked with the Town Attorney and other staff to make sure there was a point of demarcation for zoning. Mr. Robinson clarified that on Mr. Marshall's concern the additional road connection was all within the right of way but not on his property. He still has his access coming into the right of way. Mr. Vento confirmed that was correct. Mr. Vento described the road access to Mr. Marshall showing him the site plan for the project.

Mr. Reynolds noted that there was mention of changing the open space but wanted assurance it was not decreased. Mr. Vento noted that it was just reconfigured so that it was more accessible for the public. Mr. Robinson noted that by the rezoning the applicant proffered that if they came in with anything else it had to be substantially similar to what was passed.

Mayor Duggan closed the public hearing at 7:50 p.m.

Mr. Polster asked if the public hearing could be extended to the next month because he was not sure about the traffic and with Mr. Marshall having questions. Mr. Robinson noted the

public hearing had just been closed. The Mayor noted that action could be deferred for 30 days. Mr. Robinson noted it could be tabled but in terms of clarification but in trying to get the developer to do anything different, the Town could not require the applicant to do off-site improvements. They are bound by being in substantial conformance with what they have from the previous Council. The Town Attorney noted that Council could table it for 30 days. Mr. McLawhon noted that there was an opportunity with the prior Council during the rezoning and it was discussed, requested and the applicant declined. Mr. Robinson stated that the applicant had believed at that time that they had done enough for traffic mitigation by taking the driveways off the collector road and noted that they would not participate.

Mr. Polster asked if the road has always been an "f" service level road and Mr. Vento noted that the level of service with the by-right subdivision was an "f". Ms. Reynolds noted that although she had not been totally involved in the project, she had read almost everything disseminated on the project. She was ready to vote on the project but yielded to Mr. Polster. Mr. Duggan stated that Mr. Vento had noted that the by-right development had a service level of "f" and that they had provided Williams Way, a connector road that the Town had been planning for years.

Mr. Kravetz moved that the Special Use Permit #14-01 be approved. Ms. Reynolds seconded the motion. The Mayor asked if there was further discussion. There were none. Council voted 6-0 for the request (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none).

CONSENT AGENDA.

- a. Approval of Council minutes of the regular meeting held on June 10, 2014.
- b. Financial statement and staff reports and Board and Commission minutes.
 - (1) Financial statement for period ending June 30, 2014.
 - (2) June statement of accounts paid.
 - (3) Miscellaneous staff reports.
 - (4) Receive minutes of the Planning Commission meeting held on May 20, 2014 and Board of Zoning Appeals meeting held on June 4, 2014.
- c. Consideration of update to the Public Facilities Manual to road standards to meet VDOT minimum.

d. **Bond Releases/reductions:**

1. **Bond Release - Old Town Athletic Club, Building II -** Request for release of the Letter of Credit (No. 10082700100) held for site and landscape improvements associated with the construction of a health and fitness and office building on Walker Drive (SDP #11-09).

- 2. **Bond Release Lineweaver Tech Park, Phase II, Lot 1.** Request for release of the Letter of Credit No. 107067895, currently at \$37,767.79, held as a surety for the construction of the medical office located at 419 Holiday Court (SDP #06-12).
- 3. **Bond Reduction Lineweaver Technology Park, Phase II Subdivision**. Request to reduce the Letter of Credit (No. 107067897) held for the public improvements associated with development of Phase II of the Lineweaver Technology Park, Holiday Court (SDP #01-14).

On a motion by Mr. Kravetz, seconded by Mr. Lewis, the Consent Agenda was approved on a 6-0 vote (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none).

NEW BUSINESS.

<u>Waiver of Public Street Standards – Warrenton Crossing Subdivision.</u> The request includes a waiver of PFM standards for pavement widths of the collector road and local streets within the proposed Warrenton Crossing Subdivision, which includes 135 single-family dwellings zoned R-6 and R-15 Residential. The request is per Articles 2-7 and 4-2.10 of the Subdivision Ordinance.

Mayor Duggan called upon the Planning Director to give her report. Ms. Sitterle came forward and noted the request was for a waiver of the Public Facilities Manual (PFM) standards for pavement widths of the collector road and local streets within the Warrenton Crossing subdivision. She noted that staff believed narrowing of the standards would create issues for school bus and public safety equipment. Staff felt that the 24 foot width proposed was not adequate due to the problems which could develop with fire apparatus as indicated in an email provided to Council from Fire Chief Myers. He noted that the existing standards work for them and are adequate. Ms. Sitterle noted that the County Transportation Department was not in favor of the reduced width because it would be difficult for school buses to travel the streets and they may have to pick up at several designated locations. She also stated there were concerns with narrow lot frontages and the availability for on street parking would potentially create quality of life issues for residents. The smaller lots, with double driveways and mailboxes, only provide 1.5 to 2 car parking spaces per two residents when considering the other side of the street would have no parking.

Ms. Reynolds asked if she was correct in that no parking would be allowed on either side of the street on Williams Way and Ms. Sitterle noted that was correct. Ms. Reynolds asked if the Fire Department and School Transportation Department comments applied to Williams Way also and Ms. Sitterle stated that they are concerned about anything under the minimum.

The Manager noted that for those in the present in the audience the "PFM" acronym was the Public Facilities Manual, a version was adopted in 1990s, with a more recent update. The document is what the Town staff works with because it is what is on record and been approved.

The Mayor asked if there were questions. There being none he called upon the applicant.

Mr. Steve Vento.

Mr. Vento came forward and noted that what he proposed was according to the V.D.O.T. standards, with parking on one side. He stated they are trying to have the street tree lined so traffic is calming. He noted they were talking about 20 foot face to curb, face to curb and there would be eight feet of travel lane. He stated the houses would have two car garages so there should be limited on street parking. Mr. Vento stated that it accommodated the Old Town look and conformed to V.D.O.T. standards. The vehicle trips per are 800 vehicles and the traffic study supported that.

Mr. Polster noted that the fire department has large fire trucks and fire companies are always concerned with ingress and egress. He asked what benefit would there be to decrease the street width. Mr. Vento noted that traffic calming was the main benefit and it would be built to V.D.O.T. standards. He stated that the turning radius would not be reduced and there would be an 18 foot travelway. Mr. Polster noted that with the "move over law" one of the things found out is that drivers are drawn toward emergency vehicles. Ms. Reynolds noted that the road is meant to be a thoroughfare, more or less, and she felt it would be a lot of traffic on the road. She stated she was concerned about public safety and she had heard from local fire fighters that they were having a problem getting down streets already and she did not want to add to the problem. Mr. Vento said that there would be a lot of traffic and they want to control the speed. Ms. Reynolds indicated she did not see what the size of the road had to do with that and Mr. Vento responded that when a road size is "tight" the calmer the traffic.

Mr. Robinson asked Mr. Vento if there were two different widths – one for Williams Way and one for the internal streets. Mr. Vento stated that staff was recommending 26 feet width for Williams Way and the issue is the 24 feet width on collector roads. Mr. McLawhon clarified that the staff standard is what is in the Public Facilities Manual unless Council waives it. Mr. Kravetz stated he understood what Mr. Vento was trying to accomplish but he agreed with Ms. Reynolds. If the public safety people are against it, he was opposed to waiving the width. Mayor Duggan noted that it seemed from the emails from public safety folks that they are focused mainly on the interior streets since they mention fire trucks and school buses, and parking on one side of the street. He stated that it seemed there was no objection to Williams Way.

Mr. Polster noted that he thought the discussion was about Ball, Thompkins, and Ranger Streets. He stated that the concern is that the average fire will get you an engine, ladder truck, rescue, a battalion and an ambulance. He noted trying to strategically get them in place is sometimes difficult. The more room to operate, the quicker a fire can be extinguished, a rescue completed, or save someone's house. He stated by decreasing that, you are decreasing the time an emergency responder will facilitate that. He noted that was his concern in decreasing the street size. Mr. Vento asked if it would be helpful to make the internal streets 26 feet like Williams Way. Mr. McLawhon noted that in the packet there was a diagram showing emergency vehicles on a 29 foot cross section and on a 24 foot one. He called upon Mr. Tucker, the Public Works/Utilities Director to speak to the matter since he works with the PFM. Mr. Tucker noted what the applicant is asking for is 24-feet width which is V.D.O.T. standards with either no parking or parking on one side of the street. He commented that the houses are close together and setbacks are not that far. Parking is limited and it is almost a quality of life issue. He gave

examples: Breezewood, parking on both sides of the street with 30 feet of pavement, Cannon Way, 30 feet of pavement, Colony Estate Avenue, 26 feet. He stated that the street would meet street reimbursement standards but from a Public Works standpoint, it is difficult to push snow with cars on the street. He stated Williams Way standard is 36 feet with no parking allowed when reduced to 26 you are talking about, for instance, Winchester Street with no driveways. He noted that 36 feet may be overkill but he would like to see about 28 feet width. Mr. Polster noted that the extra couple of feet make a difference and everything needed to be taken into consideration.

Mr. Lewis moved that the applicant widen the interior roads to 26 feet with parking on one side only. The motion failed due to lack of a second.

Mr. Polster moved that the interior streets be 29 feet, consistent with V.D.O.T. standards, with parking on both sides and the recommendation of staff. Ms. Reynolds seconded the motion. On a vote of 6-0 (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none) the motion passed.

<u>Waiver of Cul-de-Sacs – Warrenton Crossing Subdivision.</u> The request includes a waiver for the cul-de-sacs in the proposed Warrenton Crossing Subdivision per Articles 2-7 and 4-2.9 of the Subdivision Ordinance.

Ms. Sitterle noted that the request was for waiver for the cul-de-sacs in the proposed subdivision per Articles 2-7 and 4-2.9 of the Subdivision Ordinance. The applicant indicated that the subdivision layout has necessitated the use of dead end streets to limit access points to Williams Way, the proposed collector street, and there are eight streets. She stated that all streets meet the standards of the Subdivision Ordinance, which require a maximum length of seven hundred (700) feet and a diameter of one hundred (100) feet for the cul-de-sacs. They would be permanently closed and the PFM requires a radius of forty-five (45) feet for cul-de-sacs, which would be met with the proposed layout. Staff reviewed the request and determined that it would be appropriate, as connectivity is provided with the collector road, and a future connection with the adjacent Monroe Estates subdivision would be possible with Campbell Lane. Staff recommended approval of the request. Mr. Polster asked if the cul-de-sacs are there and he Town Attorney noted that in order for the project to work, there had to be a waiver.

On a motion by Mr. Kravetz, seconded by Mr. Lewis, the cul-de-sacs in Warrenton Crossing were waived on a vote of 6-0 (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none).

Consideration of request to hold 2014 Halloween parade on Sunday, October 26, 2014

Mr. Kravetz noted that he and Mr. Duggan would again be helping with the event and Walmart had agreed to provide at least 600 goody bags. They furnished 250 last year. Mr. Kravetz noted the event proposed was the same as last year.

On a motion by Ms. Reynolds, seconded by Mr. Lubowsky, the request to hold the 204 Halloween parade on Sunday, October 26, 2014 was approved on a vote of 6-0 (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none).

UNFINISHED BUSINESS.

Consider appointment of member to the Architectural Review Board and Board of Zoning Appeals.

Ms. Reynolds noted that applicant, Carter Nevill, lived in the historic district and owns a business downtown. She moved that Mr. Nevill be appointed to fill the A.R.B. vacancy expiring December 31, 2017. Mr. Polster seconded the motion and Council vote 6-0 for the motion (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none).

Mayor Duggan noted that the Town could recommend a person to the Circuit Court of Fauquier County to fill the vacancy on the Board of Zoning Appeals and there was one applicant, Mr. Kendall S. Asbenson, who would like to be considered for the vacancy. Mr. Asbenson was present and noted he lived at 115 E. Shirley Avenue, was an attorney, and wanted to give back to the community. On a motion by Mr. Kravetz, seconded by Mr. Lubowsky, Mr. Asbenson was appointed to fill an unexpired vacancy ending December 31, 2016 on a 6-0 Council vote (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none).

REPORTS AND COMMUNICATIONS.

a. Report from Center District Supervisor.

Supervisor Granger reported that the County had recently installed a new E-911 system to help comply with the latest technology and planning on the 800 mhz radio replacement continues. He stated that two additional 24 hour medic units had been put in service – one in Catlett and one in New Baltimore. He stated that the meetings on the library continue and the Library Board architect was reviewing sites and would be meeting with the Library Board Facilities Committee. He noted that V.D.O.T. had approved the Greenway trail and a T.E.A. grant had been obtained. He thanked the Town Planning Department staff, as the final stage of the high school will be occurring this summer, and they had been timely with inspections, etc. Ms. Reynolds asked how the Mason Center was doing and Supervisor Granger noted it was doing well and over half full. He indicated that they just established a Mason Enterprise Steering Committee.

- b. Report from Town Attorney.
 - 1) New laws and proposals for FY 14-15.

Mr. Robinson noted that there had been discussion of the Finance Disclosure Act and the Town is capable of doing this. He stated that the first page is an example of Christiansburg's ordinance and if Council wished to proceed. He stated that it could be discussed at a future meeting and he could also get more sample code sections from other jurisdictions to review. Mayor Duggan noted that the Town Council should have a chance to review it.

2) Making election laws applicable to towns having populations of 25,000 or more applicable to Warrenton (information to be provided).

Mr. Robinson noted that via the Town Charter, the Town goes by the Rules of the House of Delegates. He distributed 2014-15 copies of the material. Changes in laws will be discussed at the August meeting. He requested that the annual update of motor vehicles laws be advertised for consideration at the August Council meeting. On a motion by Mr. Kravetz, seconded by Mr. Lubowsky, on a 6-0 vote (for: ; Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none) Council approved advertisement of the motor vehicles amendments for the Town Code.

c. Report from Finance Committee.

Mr. Lewis noted that all had received an end of fiscal year statement and staff and others were able to save \$2.5 million from appropriated monies.

- d. Report from the Public Safety Committee.
 - Consider change to Town of Warrenton Events Policy.

Mr. Kravetz noted a meeting was held on June 18 and two items were considered. One item was an item brought up by the Warrenton Fire Department where they would like the Town to consider the issue of requiring lock boxes on new commercial construction. He explained that lock boxes are something built into the door and the key to the establishment would be inside. Firefighters and police would have access to that establishment in case of a fire or other emergency. It would unable them access without doing damage by knocking the door down to enter. He stated that it was decided that the firefighters would do a public relations campaign along Main Street and talk to all business owners to see if there might be some volunteers who would do this on their own. He said there may be a proposal for a Code change to require it on newly constructed commercial buildings. The other issue which was brought up by Chief Battle to amend the events policy to change it to any planned parade on Monday through Saturday must commence no later than 9 a.m. or after 6 p.m. unless it is on a holiday. He noted the rationale is that Fauquier High School in past years has had their homecoming parade on a Friday mid-day and it closes Broadview Avenue creating traffic chaos. Mr. Kravetz moved that the events policy be changed as noted. Mr. Lubowsky seconded the motion. Mr. Polster asked if the parade commenced after 6 p.m. and Mr. Kravetz clarified that it must commence no later than 9 a.m. in the morning or after 6 p.m. Mr. Polster asked if lineup and other things commence prior to 6 p.m. and Mr. Kravetz noted they could. On a vote of 6-0 the motion passed (for: Polster, Reynolds, Williams, Lubowsky, Kravetz, Lewis, against: none).

e. Report from the Public Works Committee.

There was no report.

f. Report from the Utilities Committee.

There was no report.

g. Report from Planning District 9 Representative

There was no report.

h. Report from Transportation Committee.

The Mayor noted a meeting would be planned soon to discuss the Sharrows program. Mr. Kravetz updated that Mrs. Rice had been working on the Sharrows proposal and she will have a draft proposal, including some recommended streets other than Culpeper Street, where sharrow can be painted.

i. Report from Recreation Committee.

Mr. Kravetz noted that the Recreation Committee had met with the School Board and County Parks and Rec. Department on June 17 to discuss extending the Timber Fence Trail from its current ending all the way through the school grounds to the WARF. He stated that there were two plans in the consultant's proposal and the School Board/P&R Department seem to favor proposal "A" which skirts the wooded area and goes along the parameter of the School Board property. They were going to take the matter to the full School Board meeting sometime during July and get back to the Town with what they prefer. There were issues such as who would maintain it and they agreed that the School Board or County would maintain it and responsible for the patrolling (public safety aspect). Ms. Reynolds added that they are going to come back with a resolution outlining who does what.

j. Report from Liaison Committee representative.

There was no report.

k. Report from the Historic District Planning Committee.

There was no report.

1. Report from the Town Manager.

Mr. McLawhon noted that the Town had again received the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association. He commended the Finance Director and Finance Department for that achievement. He stated that the Town had been working on some IT initiatives and updated information has been provided. He noted that representatives, Mr. Lanny Cornwell and Mr. Bill Sterbensky, of F1 Computer Solutions were available. Ms. Reynolds noted that she and the Mayor would be meeting with them soon. The Mayor thanked Mr. Cornwell and Mr. Sterbensky for attending. Mayor Duggan asked the Manager about the upcoming retreat and finding a facilitator. Mr. McLawhon noted that he had heard back from Weldon Cooper Center through U.Va. and they had worked in the past on retreats. Mr. Bob O'Neill, Executive Director, at I.C.M.A. was able to speak to Mr. Mike Conduff, who works extensively in the field, and Council could read about Mr. Conduff on the Elim Group website. He stated that Mr. Conduff is to provide a cost and what he would envision for the retreat. The Manager stated he was envisioning the retreat would occur the end of August. Mayor Duggan noted that the retreat should occur after the Ward One Councilmember is on board.

m. Update on Special Task Force.

Mr. Lubowsky noted that he had participated in a series of very good meetings and that he would be updating at the next meeting with some very public/private partnering opportunities on emergency preparedness.

COUNCILMEMBERS' TIME.

Mr. Lubowsky welcomed the new Councilmembers and the Mayor. Mr. Kravetz commended Chief Battle and his staff on how quickly the person who was responsible for breakins was apprehended.

There being no further business, the meeting adjourned at 8:50 p.m.

Evelyn J. Weimer, Town Recorder